



CITY OF  
**West Linn**

December 7, 2015

Jon Bradford  
2280 Volpp Street  
West Linn, OR 97068

SUBJECT: Completeness Determination (Re-Submittal) for Willamette and Tualatin River Protection (WRG) and Flood Management Area (FMA) permit to place a manufactured home as an Accessory Dwelling Unit at 2280 Volpp Street (FILE: WRG-15-04/MI-15-07)

Dear Jon:

On November 24, 2015, the Planning Department received the required plans and other submittal materials. This submittal fulfills the applicable requirements necessary to make a determination that **your application packet is now complete**. The City has 120 days to exhaust all local review; that period ends March 25, 2016.

Please be aware that a determination of a complete application does not guarantee a recommendation of approval from staff for your proposal as submitted – it signals that staff believes you have provided the necessary information for the Planning Manager to render a decision on your proposal.

Staff will now prepare the public notice of the Planning Manager's decision. There will be a 20 day public notice period followed by the Planning Manager's decision. The notice should give you a better indication of expected decision date.

Please contact me at 503-723-2539, or by email at [pspir@westlinnoregon.gov](mailto:pspir@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

*Peter Spir*

Peter Spir  
Associate Planner